

Receiving ESOAs

What's included:

- ESOA Record Description - Summary
- ESOA Record - Detail

Electronic Statement of Account-Summary

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
1	1	1	A	Output	Record Indicator	Indicates the record is summary or detail.	Constant: “S” – Summary level account status.	
2	7	6	N	Output	Reporting Campus Pell ID	Pell ID of reporting campus.	Valid Pell ID	
8	18	11	A/N	Output	Grantee DUNS Number	Data Universal Numbering Scheme (DUNS) number assigned to the reporting institution.	Valid DUNS number. Format: 999999999BB Where 999999999 is a unique number and BB are Blanks.	
19	29	11	A/N	Output	Payee DUNS Number	Data Universal Numbering Scheme (DUNS) number assigned to the Payee institution.	Valid DUNS number. Format: 999999999BB Where 999999999 is a unique number and BB are Blanks.	
30	45	16	A/N	Output	GAPS Award Number	Identifies a unique funding for an institution. Comprised of the following fields: PO Indicator CFDA Number CFDA Subprogram ID Subprogram Fiscal Year Award ID	Valid GAPS Award number. Format: PO63P CCYYMMDD Where “P” – constant for PO Indicator “063” – constant for CFDA Number	
46	50	5	N	Output	Accounting Schedule	Sequence number assigned by RFMS to track accounting schedules.	Range: 00000-99999	

Electronic Statement of Account-Summary (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
51	58	8	D	Output	Accounting Schedule Date	Provided by RFMS Date of current accounting schedule.	Valid date.	
59	69	11	A/N	Output	Previous Pell Grant Obligation	Provided by RFMS. Amount of institution's previous obligation balance.	Dollars and cents. Use leading zeros. Do not include \$ sign or decimal point. Range: 00000000000-99999999999	
70	80	11	A/N	Output	Total Obligation Adjustment Amount	Provided by RFMS. Total of all adjustments to obligations for the GAPS Award Number.	Dollars and cents. Use leading zeros; do not include \$ sign or decimal point. Range: 00000000000 – 99999999999	
81	91	11	A/N	Output	Current Pell Grant Obligation	Provided by RFMS. Amount of institution's current obligation balance.	Dollars and cents. Use leading zeros; do not include \$ sign or decimal point. Range: 00000000000 – 99999999999	
92	102	11	A/N	Output	Previous Pell Grant Payment	Provided by RFMS. Amount of institution's previous payment balance. Not applicable for Advance Funding Institutions.	Dollars and cents. Using leading zeros; do not include the \$ sign or decimal point. Range: 00000000000 – 99999999999 or Blank.	Always Blank for institutions on Advance Funding for the entire award year.

Electronic Statement of Account-Summary (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
103	113	11	A/N	Output	Total Payment Adjustment Amount	<p>Provided by RFMS.</p> <p>Total of all adjustments to payment for GAPS Award Number.</p> <p>Not applicable for Advance Funding Institutions.</p>	<p>Dollars and cents. Using leading zeros; do not include the \$ sign or decimal point.</p> <p>Range: 00000000000 – 99999999999</p> <p>or Blank.</p>	Will always be Blank for institutions on Advance Funding for the entire award year.
114	124	11	A/N	Output	Current Pell Grant Payment Amount	<p>Provided by RFMS.</p> <p>Amount of Institutions current payment balance.</p> <p>Not applicable for Advance Funding Institutions.</p>	<p>Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point.</p> <p>Range: 00000000000 – 99999999999</p> <p>or Blank.</p>	Will always be Blank for institutions on Advance Funding for the entire award year.
125	131	7	A/N	Output	YTD Total Unduplicated Recipients	<p>Provided by RFMS.</p> <p>Year to date number of unduplicated recipients for institution.</p>	<p>Range: 000000000 – 999999999</p> <p>or Blank.</p>	
132	142	11	A/N	Output	YTD Pell Accepted Disbursement Amount	<p>Provided by RFMS.</p> <p>YTD Total of disbursements accepted by RFMS.</p>	<p>Dollars and cents. Use leading zeros; do not include \$ sign or decimal point.</p> <p>Range: 00000000000 – 99999999999</p> <p>or Blank</p>	

Electronic Statement of Account-Summary (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
143	153	11	A/N	Output	YTD GAPS Posted Disbursement Amount	Provided by RFMS. YTD Total of disbursements posted to RFMS.	Dollars and cents. Use leading zeros; do not include \$ sign or decimal point. Range: 000000000000 – 999999999999 or Blank.	
154	164	11	A/N	Output	YTD Administrative Cost Allowance	Provided by RFMS. YTD amount of ACA paid to institution.	Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range: 000000000000 – 999999999999 or Blank.	
165	177	13	N	Output	GAPS Expenditure Amount	Provided by EDCAPS. Current expenditure amount in GAPS.	Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. Range: 00000000000000 – 99999999999999 or Blank	
178	185	8	D	Output	Date of Last Activity in GAPS	Provided by EDCAPS. Date GAPS last posted a transaction for the GAPS Award number.	Valid date.	

Electronic Statement of Account-Summary (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
186	198	13	N	Output	Payment Control Number	Provided by EDCAPS. Reference number for last payment sent to the institution.	Valid Payment Control Number.	
199	200	2	A	Unused	Reserved for future expansion	Reserved for future expansion	Spaces	
		200			Total Record Length			

Electronic Statement of Account (ESOA) Record-Detail

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
1	1	1	A	Output	Record Indicator	Indicates the record is summary or detail.	Constant "D" – Detailed institution activity.	
2	7	6	N	Output	Reporting Campus Pell ID	Pell ID of reporting campus.	Valid Pell ID	
8	18	11	A/N	Output	Grantee DUNS Number	Data Universal Numbering Scheme (DUNS) number assigned to reporting institution.	Valid DUNS number. Format: 999999999BB Where 999999999 is a unique number and BB are Blanks.	
19	29	11	A/N	Output	Payee DUNS Number	Data Universal Numbering Scheme (DUNS) number assigned to the Payee institution.	Valid DUNS Number. Format: 999999999BB Where 999999999 is a unique number and BB are Blanks.	
30	45	16	A/N	Output	GAPS Award Number	Used to identify a unique funding for an institution. Comprised of the following fields: PO Indicator CFDA Number CFDA Subprogram ID Subprogram Fiscal year Award ID	Valid GAPS Award Number Format: P063P CCYYXXXXX Where: "P" – constant for PO - Indicator "063" – constant for CFDA Number P – Advance Funded J – Just In Time Q – ACA R – Reimbursement " " – 3 Spaces CCYY - 1 st Year in award year XXXX - unique value for each funded institution	

Electronic Statement of Account (ESOA) Record-Detail (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
46	53	8	D	Output	Adjustment Report Date	Provided by RFMS. Date of adjustment batch reported to ED CAPS.	Valid Date.	
54	54	1	A	Yes	Debit/Credit Indicator Flag	Indicates if Adjustment Amount is positive or negative.	P = Positive N = Negative	
55	65	11	A/N	Output	Adjustment Amount	Provided by RFMS. Amount of institution's adjustment batch.	Dollars and cents. Use leading zeros. Do not include the \$ sign or decimal point. Range: 00000000000 – 99999999999	
66	73	8	D	Output	Adjustment Process Date	Provided by EDCAPS. Date GAPS processed adjustment batch.	Valid date.	
74	99	26	A/N	Output	Adjustment Batch Number	Batch number that generated the adjustment.	Format: CCYYXX999999 CCYYMMDDHHMMSS Where: XX = Batch Type Code (alpha) CCYY = Last Year in Cycle: '2001' 999999 – Reporting Pell ID CCYYMMDD = Date Batch Created HHMMSS = Time Batch Created	
100	119	20	A	Output	Adjustment Description	Literal to describe the type of batch.	Constants to follow from IFMD.	
120	200	81	A	Unused	Reserved for future expansion	Reserved for future expansion	Spaces	
		200			Total Record Length			

Printing the ESOA

What's included:

- ESOA Print Format

2000-2001 ESOA Print Format

Report Date:01/01/2000
Report Time: HH:MM:SS

U.S DEPARTMENT OF EDUCATION
STUDENT FINANCIAL ASSISTANCE PROGRAMS

2000-2001 AWARD YEAR
FEDERAL PELL GRANT PROGRAM
ELECTRONIC STATEMENT OF ACCOUNT

PELL INSTITUTION NUMBER	999999
INSTITUTION NAME	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
STATE	XX
GRANTEE DUNS NUMBER	XXXXXXXXXXXX
GAPS AWARD NUMBER	XXXXXXXXXXXXXXXXXXXX
Accounting Schedule	999
Accounting Schedule Date	MM/DD/CCYY
A. Previous Pell Grant Obligation	\$999,999,999.99
Current Pell Grant Obligation	\$999,999,999.99
Adjustment (Increase + or Decrease -)	\$099,999,999.99*
B. Previous Pell Grant Obligation/Payment	\$999,999,999.99
Current Pell Grant Obligation/Payment	\$999,999,999.99
Adjustment (Increase + or Decrease -)	\$099,999,999.99*
GAPS Drawdowns/Payments	\$999,999,999.99
Date of Last Activity in GAPS	MM/DD/CCYY
YTD Total Unduplicated Recipients	999,999
YTD Pell Accepted Disbursement Amount	\$999,999,999.99
YTD GAPS Posted Disbursement Amount	\$999,999,999.99
YTD Administrative Cost Allowance	\$999,999,999.99
As of Batch ID	XXCCYY12345619990101123000

SECTION A VALUES APPLICABLE ONLY FOR ADVANCED FUNDED ACCOUNTS.

SECTION B VALUES APPLICABLE ONLY FOR JUST IN TIME AND REIMBURSEMENT ACCOUNTS.

2000-2001 ESOA Print Format (Continued)

DETAILED INFORMATION (PAGE 2)

Electronic Statement of Account Page: 2

ESOA DETAIL BATCH INFORMATION

ADJUST REPORT DATE	ADJUST AMOUNT	ADJUST PROCESS DATE	ADJUST BATCH # ADJUST DESCRIPTION
-----	-----	-----	-----
MM/DD/CCYY	\$999,999,999.99*	MM/DD/CCYY	XXCCYY12345619990101123000 XXXXXXXXXXXXXXXXXXXXXXX
MM/DD/CCYY	\$999,999,999.99*	MM/DD/CCYY	XXCCYY12345619990101123000 XXXXXXXXXXXXXXXXXXXXXXX
MM/DD/CCYY	\$999,999,999.99*	MM/DD/CCYY	XXCCYY12345619990101123000 XXXXXXXXXXXXXXXXXXXXXXX
MM/DD/CCYY	\$999,999,999.99*	MM/DD/CCYY	XXCCYY12345619990101123000 XXXXXXXXXXXXXXXXXXXXXXX
MM/DD/CCYY	\$999,999,999.99*	MM/DD/CCYY	XXCCYY12345619990101123000 XXXXXXXXXXXXXXXXXXXXXXX
MM/DD/CCYY	\$999,999,999.99*	MM/DD/CCYY	XXCCYY12345619990101123000 XXXXXXXXXXXXXXXXXXXXXXX
MM/DD/CCYY	\$999,999,999.99*	MM/DD/CCYY	XXCCYY12345619990101123000 XXXXXXXXXXXXXXXXXXXXXXX

Creating an Origination Record

What's included:

- Grant Batch Header Record Description
- Origination Record Description
- Grant Batch Trailer Record Description

Grant Batch Header Record

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
1	10	10	A	Yes	Header Identifier	Identify Header record in file. Left Justified.	Constant: 'GRANT HDR'	Missing Batch Header – Reject Batch.
11	14	4	N	Yes	Data Record Length	Length of data records included in this batch.	Must be numeric: 0001 – 9999.	If not equal to length for Message Class, then Reject Batch.
15	40	26	A	Yes	Batch #	Number generated by institution to uniquely identify a specific batch of records.	Format: XXCCYY999999 CCYYMMDDHH MMSS Where: XX = batch type code (alpha) CCYY = last year in cycle '2001' 999999 Reporting Pell ID: CCYYMMDD = date batch created HHMMSS = time batch created.	Valid Batch Type codes: #A = Statement of Account #D = Disbursements #E = Batch Errors #G = System Generated #I = Institution Data #M = Multiple Reporting #O = Originations #P = ED PDF Letters #R = Data Request #S = Special Disbursements #T = ASCII Text #Y = Year-to-Date

Grant Batch Header Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
15 <i>Cont'd</i>	40							<p>If duplicate Batch No., then Reject Batch.</p> <p>If batch type does not agree with Message Class type, then reject batch.</p> <p>If #O, #R, or #I batch and received before system startup, then reject batch.</p> <p>If #D or #S and received more than N days prior to Award Year Start, then reject batch.</p> <p>If #D and required to send SP Disb., then reject batch.</p> <p>If Batch Award Year does not agree with Message Class award year, then reject.</p> <p>If Reporting Pell ID is ineligible, then send warning message.</p> <p>If Reporting Pell ID is a branch campus or has Central Funding, then reject batch.</p> <p>If date batch created is > system date, then reject batch.</p>

Grant Batch Header Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
41	51	11	A/N	No	Grantee DUNS Number	Data Universal Numbering Scheme (DUNS) number assigned to reporting institution.	Valid DUNS number. Format: 999999999BB Where 999999999 is a unique number and BB are Blanks.	
52	62	11	A/N	No	Financial Aid Servicer DUNS or Pell Assigned Number	Valid DUNS Number or Pell Grant Program assigned identifier, otherwise, leave Blank.	Valid DUNS number. Format: 999999999BB Where 999999999 is a unique number and BB are Blanks, OR Pell Grant Program assigned two digit number right justified, zero filled or Blank.	Need decision of DUNS or Pell Grant Program assigned.
63	63	1	A	No	Output Media Type	MAGNETIC TAPE USE ONLY. Code for type of tape to use when sending output data.	Blank - Send output on same media as input records were received.	EDExpress ignores.
64	68	5	A/N	Yes	ED Use	ED Use Only – do not use	Spaces	EDExpress PC software version number.

Grant Batch Header Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
77	100	24	N	Output	Batch Reject Reasons	List of up to eight three-digit batch reject reason codes which occurred during initial editing of the batch. Only reject reason codes hit will display in this field. Otherwise, this space will be zero filled.	Reject Reasons format: 000-999 Position 77-79: 1 st reject reason code Position 80-82: 2 nd reject reason code Position 83-85: 3 rd reject reason code Position 86-88: 4 th reject reason code Position 89-91: 5 th reject reason code Position 92-94: 6 th reject reason code Position 95-97: 7 th reject reason code Position 98-100: 8 th reject reason code	Completed by RFMS as a result of Batch editing.
		XX	A	Unused	Filler	Filler added if necessary to make header record the same length as detail records which follow.	Spaces	
		≥100			Total Record Length			

Origination Record Description

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
1	23	23	A/N	Yes	Origination ID	Unique number used to identify an origination.	Format: 999999999XX20 0199999900 Where: SSN = 001010001- 999999999 Name Code = XX Year Indicator = 2001 Valid Attending Pell ID Orig Sequence Number = 00	Identifier: If Origination ID matches on RFMS Database, then Compare all fields. If all fields match, then the record returns as a duplicate, otherwise, it is a change. If the Origination ID does not match, then the Origination is new.
24	32	9	N	Yes	Original SSN	Student's SSN from original FASFA.	001010001 - 999999999	Identifier
33	34	2	A	Yes	Original Name Code	Student's name code from original FAFSA	Uppercase A to Z . period) ' apostrophe) - dash) Blank: no last name	Identifier If SSN & Name Code do not match value in Origination ID, then reject the record.
35	40	6	N	Yes	Attending Campus Pell ID	Pell ID of attending campus. Change creates new origination record. Institution must change award amounts for student at original attended campus as necessary.	Valid Pell ID	Identifier Change creates new origination record. If Attending Pell ID does not match value in Origination ID, then reject the record. If Attending Campus is not equal to Reporting Campus, then reject. If Attending Pell ID is not a branch of the Reporting Pell ID or Central Funded, then reject.

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
41	45	5	A/N	Yes	ED Use	Reserved for future use	Spaces	
46	58	13	A	No	Institution Cross-Reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	Data for this field will not be included in the record from EDEExpress.
59	59	1	A	No	Action Code	Code to indicate action to be taken.	Will always be Blank.	No Editing.
60	60	1	N	No	No. of Payment Periods in Student's School Year	Number of terms or payment periods in student's school year. For schools required to submit special disbursements, reporting must have a valid value.	1 – 9 or Blank.	If not in range: If Academic Calendar = 2, then set to 3, If PM = 1 or 2 Otherwise set to 2. If Academic Calendar does not equal 2, then set to 2. For schools required to submit special disbursements, reporting must have a valid value.
61	67	7	N	Yes	Award Amount for entire school year	Amount of award for student's entire school year. Increases are required to be submitted to RFMS.	Dollars and cents. Use leading zeros. Do not include \$ sign or decimal point. Range: 0000000 to Award Amount Minimum	Cannot exceed Total Payment Ceiling – award validation performed. Any change to origination data requires Award Amount to be validated.

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
68	75	8	N	Yes	Estimated Disbursement Date #1	Date 1 st disbursement to student is estimated to be made.	CCYYMMDD: Range: N days prior to Disbursement Start Date (20000701) to Disbursement End Date (20060930)	If Date not within range, then set approved value to system date.
76	83	8	N	No	Estimated Disbursement Date #2	Date 2 nd disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	If Date not within range, then set approved value to spaces.
84	91	8	N	No	Estimated Disbursement Date #3	Date 3 rd disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.
92	99	8	N	No	Estimated Disbursement Date #4	Date 4 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.
100	107	8	N	No	Estimated Disbursement Date #5	Date 5 th disbursement to student is estimated to be made.	CCYYMMDD: Range:[see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.
108	115	8	N	No	Estimated Disbursement Date #6	Date 6 th disbursement to student is estimated to be made.	CCYYMMDD: Range:[see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.
116	123	8	N	No	Estimated Disbursement Date #7	Date 7 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
124	131	8	N	No	Estimated Disbursement Date #8	Date 8 th disbursement to student is estimated to be made.	CCYYMMDD: Range:[see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.
132	139	8	N	No	Estimated Disbursement Date #9	Date 9 th disbursement to student is estimated to be made.	CCYYMMDD: Range:[see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.
140	147	8	N	No	Estimated Disbursement Date #10	Date 10 th disbursement to student is estimated to be made.	CCYYMMDD: Range: see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.
148	155	8	N	No	Estimated Disbursement Date #11	Date 11 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.
156	163	8	N	No	Estimated Disbursement Date #12	Date 12 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.
164	171	8	N	No	Estimated Disbursement Date #13	Date 13 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.
172	179	8	N	No	Estimated Disbursement Date #14	Date 14 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
180	187	8	N	No	Estimated Disbursement Date #15	Date 15 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	See Estimated Disbursement Date #2.
188	195	8	D	Yes	Enrollment Date	First date that the student was enrolled in an eligible program for the designated award year. If the student enrolled in a crossover payment period before the first day of the Pell award year (July 1), but which will be paid from 2000-2001 funds, report actual start date of student's classes for that payment period.	CCYYMMDD: Range: 20000101 – 20010630	If Blank or invalid, then set approved value to previous value or date reported Batch Number in Grant Header record.
196	196	1	A	No	Low Tuition and Fees Code	Flag to identify tuition ranges when the annual tuition is less than or equal to minimum defined by low tuition and fees table.	Value Tuition Range: As per table or Blank; low tuition does not apply.	If invalid, then set approved value to previous value or Blank.

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
197	197	1	A	Yes	Verification Status Code	Status of verification of applicant data by the school.	A = Accurate C = Calculated N = Not Selected R = Reprocessed S = Selected, not verified T = Tolerance W = Without Documentation	Only one disbursement for an amount less than or equal to ½ of the Origination Award amount can be accepted while status = W. These disbursements will be reversed in the second August of the Award Cycle if the status remains W. If Blank or invalid, then If selected by CPS, then set approved value to previous value or "W". ELSE set approved value to "N".
198	198	1	A	No	Incarcerated Federal Pell Recipient Code	Code to indicate the student's incarcerated status for students incarcerated in local penal institutions, but are otherwise eligible to receive Federal Pell Grants.	Blank: Not incarcerated Y = Yes, the student is incarcerated in a local institution, but is otherwise eligible. N = No, if student previously reported as incarcerated, but is not or is no longer incarcerated.	If invalid, then set approved value to previous value or Blank.
199	200	2	N	Yes	Transaction Number	Transaction Number from eligible SAR used to calculate award.	Must be numeric: 01 – 99.	If Blank or NO Match with eligible app. Data, then reject record. Return last value reported on acknowledgement.

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
201	205	5	N	Yes	Expected Family Contribution (EFC)	Must equal student's Expected Family Contribution from the ISIR or SAR.	Range: 00000 - EFC MAXIMUM.	If Blank or NO Match with eligible app data, then reject record. Return last value reported on acknowledgement.
206	206	1	N	No	Secondary Expected Family Contribution	Code indicating which EFC value is used to determine award amount.	O = Federal Pell Grant award previously based on the secondary EFC and reported to the Federal Pell Grant program; student's award now based on the original EFC. S = Federal Pell Grant award based on the secondary EFC, as calculated by the CPS. Or Blank if Secondary EFC not used.	If invalid, then set approved value to previous value or Blank. If NO Match with eligible app data, then reject record. Return last value reported on acknowledgement.

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
207	207	1	N	Yes	Academic Calendar	Calendar which applies to this student's educational program. Must be valid or system accepted to process record.	1 = Credit Hours—non standard terms 2 = Credit Hours—standard terms of quarters 3 = Credit Hours—standard terms of semesters 4 = Credit Hours—standard terms of trimesters 5 = Clock Hours 6 = Credit Hours without terms.	Academic calendar dictates which Payment Methodology can be accepted. Used in award amount validation. The following changes in Academic Calendar indicate need to change Payment Methodology. <i>From 1 to 2, 3, 4, or 5</i> <i>From 2, 3, or 4 to 1 or 5</i> <i>From 5 to 2, 3, 4, or 6</i> <i>From 6 to 1 or 5</i> If AC invalid or Blank, set accepted value to previous value Or If Attending Pell ID default AC populated, set accepted value to default. ELSE If Reporting Pell ID default AC populated, set accepted value to default. ELSE If Payment Methodology = 4, set accepted value to "5" ELSE set accepted value to "3".

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
208	208	1	N	Yes	Payment Methodology	Formula used to calculate the student's Federal Pell Grant Award.	1 = Credit hour with standard terms in which Fall through Spring terms equal or exceed 30 weeks, or have been granted waiver. (AC: 2, 3, or 4). 2 = Credit hour with standard terms in which Fall through Spring terms are less than 30 weeks not granted waiver. (AC: 2, 3, or 4). 3 = Credit hour with standard or non-standard terms. (AC: 1, 2, 3, or 4). 4 = Clock hour or Credit hour without terms. (AC: 5 or 6). 5 = Programs of study by correspondence. (AC: 1, 2, 3, or 4 denotes Formula 5B; AC: 5 & 6 denotes Formula 5A).	Payment Methodology dictates the data required for enrollment status, weeks of instructional time, weeks of instructional time in academic year, credit/clock hours expected to complete, credit/clock hours in academic year. Used in award amount validation. Academic Calendar and Payment Methodology must be logically consistent. <u>PM</u> <u>AC</u> 2, 3, or 4 2, 3, or 4 1, 2, 3, or 4 5 or 6 1, 2, 3, 4, 5 or 6 If invalid or Blank, then set accepted value to previous value or "3".
209	215	7	N	Yes	Cost of Attendance	Must equal COA calculated by the institution following the Federal Pell Grant Payment regulations.	Dollars and cents. Use leading zeros; do not include \$ sign or decimal point. Range: 0000000 – 9999999.	Used in award amount validation. If invalid or Blank, set accepted value to previous value or "9999999".

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
216	216	1	A	Payment Methodology 1, 2, 3, 5	Enrollment Status	<p>This student's expected enrollment status for the entire award year.</p> <p>Enrollment Status 5 "Other" is used when the student's enrollment is "mixed" or student attends more than number of terms in a full academic year.</p> <p>Valid Values depend upon Academic Calendar and Payment Methodology fields.</p>	<p>Blank (AC: 5 or 6)</p> <p>1 = Full-time (AC: 1, 2, 3, or 4 and Payment Methodology not equal to 5)</p> <p>2 = ¾ time (AC: 1, 2, 3, or 4 and Payment Methodology not equal to 5)</p> <p>3 = ½ time (AC: 1, 2, 3, or 4)</p> <p>4 = Less than ½ time (AC: 1, 2, 3, or 4)</p> <p>5 = Other (AC: 1, 2, 3, or 4 and Payment Methodology not equal to 5)</p>	<p>Used in award amount validation.</p> <p>Blank only if Payment Methodology is either Formula 4 or Formula 5 and Academic Calendar is 6.</p> <p>If PM does not equal 4: or if PM does not equal 5 and AC equals 6 and invalid or Blank, then set accepted value to previous value or "1".</p> <p>ELSE if invalid, set accepted value to Blank.</p> <p>If AC: 1, 2, 3, or 4 and Payment Methodology is 5 and Enrollment Status is reported as either Blank or a value other than 3 or 4, must set the value equal to 3 and a warning comment (W) must go to the institution that says: Enrollment Status may never exceed half time when using Payment Methodology 5.</p>

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
217	218	2	A	Payment Methodology 2, 3, 4, 5	Weeks of Instructional Time Used to Calculate Payment	<p>Total Number of weeks of instructional time provided by this student's Program of Study during a full academic year.</p> <p>Valid Values depend upon Payment Methodology and Academic Calendar fields.</p> <p>Must be completed when Payment Methodologies 2, 3, 4, or 5 are used.</p> <p>PM2: Weeks of instructional time provided by this student's Program of Study Fall through Spring terms.</p>	<p>Blank (Payment Methodology 1)</p> <p>00-78 (Payment Methodology 2, 3, 4, or 5)</p> <p>If PM = 2, must be < 30</p> <p>If PM = 3, must be Valid Range</p> <p>If PM = 4, must be Valid Range</p> <p>If PM = 5, must be Valid Range</p>	<p>Must be Blank when using Payment Methodology 1.</p> <p>If invalid or out of range, then accepted value equal to previous value or equal to Weeks for Academic Year.</p> <p>If supplied and not needed for payment methodology, ignore.</p> <p>Used in award amount validation.</p>

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
217 <i>Cont'd</i>	218					PM3 & PM5B: Weeks of instructional time provided by this student's Program of Study in all terms required in a regular full academic year. PM4 & PM5A: Weeks of instructional time provided by this student's Program of Study in a full academic year.		See Payment Methodology for AC information that determines if the PM is 5B or 5A.
219	220	2	A	Payment Methodology 2, 3, 4, 5	Weeks of Inst. Time in Program's Definition of Academic Year	The total number of weeks of instructional time in the institution's definition of a full academic year for this student's Program of Study.	Blank (PM:1) 30 – 78 (May never be less than the number provided in positions 217-218 Weeks of instructional time used to calculate payment field of Origination record. If > 78 set to 30	Can be Blank when using Payment Methodology 1. Can never be less than a previous field. If invalid or Blank, then set accepted value to previous value or If Attending Pell ID default Weeks populated, then set accepted value to default ELSE If Reporting Pell ID default Weeks populated, then set accepted value to default. If supplied and not needed for payment methodology, ignore. Used in award amount validation.

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
221	224	4	A	Payment Methodology 4, 5	Cr/Clock Hours in all Pay Periods expected to Comp. this school year	Total number of credit/clock hours institution expects this student to complete and be paid for during the current Federal Pell Grant award year. Valid values depend upon Payment Methodology and Academic Calendar.	Blank (Unless Payment Methodology 5 and AC 6, or Payment Methodology 4) or Ranges: 0000-3120 AC = Clock Hour (5) 0000-0100 AC = Credit Hours Without Terms (6)	Can be Blank when using Payment Methodologies 1, 2, 3, & 5. If invalid or out of range, accepted value equal to previous value or equal to Cr/Clock Hrs for Academic Year. If supplied and not needed for payment methodology, ignore. Used in award amount validation. Can never be Blank if PM = 5 and AC = 6.

Origination Record Description (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
225	228	4	A	Payment Methodology 4, 5	Cr/Clock Hrs in Program's Definition of Academic Year.	Total number of credit or clock hours in the institution's definition of a full academic year for this student's Program of Study.	Blank (Unless Payment Methodology 5 and AC 6, or Payment Methodology 4) or ranges: 0900-3120 Academic calendar 5 0024-0100 Academic calendar 6.	Can be Blank when using Payment Methodologies 1, 2, 3, and 5. If invalid or Blank, then set accepted value to previous value or If Attending Pell ID default Hours populated, then set accepted value to default. ELSE if Reporting Pell ID default hours populated, then set accepted value to default. ELSE set accepted value to 900 if Academic Calendar =5 or set accepted value to 24 if Academic Calendar =6. If supplied and not needed for payment methodology, ignore. Used in award amount validation. Can never be less than previous field.
229	250	22	A	Unused	Reserved for expansion	Reserved for expansion.	Leave Blank.	
		250			Total Record Length			

Note: A change to an Origination Record is supplied in this same format. Changes apply to the entire award period.

Grant Batch Trailer Record

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
1	10	10	A	Yes	Trailer Identifier	Identify Trailer Record in file.	Constant: 'GRANT TLR'.	Missing Batch Trailer – Reject Batch. No Detail Records – Reject Batch.
11	14	4	N	Yes	Data Record Length	Length of data records included in this batch.	Must be numeric: 0001-9999.	If not equal to Data Record Length on Header, then reject Batch.
15	40	26	A	Yes	Batch Number	Number generated by the institution to uniquely identify a specific batch of records.	Format: XXCCYY999999CCYYMMDDHHMMSS Where: XX-batch type code (alpha) CCYY – last year in cycle: '2001' 999999 – Reporting Pell ID CCYYMMDD-date batch created HHMMSS – time batch created	If not equal to Batch Number on Header, then reject Batch.
41	46	6	N	Yes	Reported Number of Records	Number of data records included in the batch.	Must be numeric: 000000 – 999999.	If not equal to count of detail records in batch, then return warning message.
47	57	11	N	Yes	Reported Total of Batch	Total Origination Award Amount or Disbursement Amount reported on Origination, Disbursement, or Special Disbursement batches.	Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. 00000000000 – 99999999999.	If not equal to total of detail records in batch, then return warning message.
58	58	1	A	Yes	Reported Total Sign Indicator	Positive or negative sign for total amount reported.	P = Positive N = Negative.	

Grant Batch Trailer Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
59	64	6	N	Output	Accepted and Corrected Number of Records	RFMS use only – Number of data records accepted and corrected by RFMS.	000000 – 999999.	
65	75	11	N	Output	Accepted and Corrected Total of Batch	RFMS use only – Total Award or Disbursement amount accepted and corrected on batch.	Dollars and cents. Use leading zeros; do not include the \$ sign or decimal point. 00000000000 – 99999999999	
76	76	1	A	Output	Accepted and Corrected Total Sign Indicator	RFMS use only – positive or negative sign for total amount accepted.	P = Positive N = Negative	
77	100	24	A	Unused	Reserved for future expansion	Reserved for future expansion	Spaces	
		XX	A	Unused	Filler	Filler will be added if necessary to make the trailer record the same length as the detail records.	Spaces	
		≥100			Total Record Length			

Batch Reject Reasons

What's included:

- Origination Record Batch Reject Reasons
- Disbursement Record Batch Reject Reasons
- Data Request Record Batch Reject Reasons

Origination and Disbursement Reject Reasons

Field Position	Reject Reasons
Origination ID: (Field Positions 1-23)	If Original SSN and Original Name Code do not match a value in the Eligible Applicant Database. If Attending Pell ID does not match the value in the Origination ID. If Attending Pell ID is not funded or is not a branch of the Reporting Pell ID.
Original SSN: (Field Positions 24-32)	If Original SSN does not match the value in the Origination ID.
Original Name Code: (Field Positions 33-34)	If Original Name Code does not match the value in the Origination ID.
Award amount for entire school year: (Field Positions 61-67)	If not numeric. Amount cannot exceed total payment ceiling.
Transaction Number: (Field Positions 199-200).	If not numeric or does not match the Eligible Applicant database.
Expected Family Contribution (EFC): (Field Positions 201-205).	If not numeric or does not match the EFC for the transaction number reported in the Eligible Applicant database.
Secondary Expected Family Contribution Used Code: (Field Positions 206-206).	If Selected and Secondary EFC not in Pell eligible range.

Disbursement Reject Reasons

The disbursement batch edits are a result of the business rules and the information technology used in the system.

- RFMS processing edits can be found in the record layouts later on in this technical reference.
- The results of these edits are provided in the comment codes on the disbursement and special disbursement acknowledgement records.
- The editing process may result in rejection, corrections made to data, or warning messages.

For example, RFMS rejects the student's disbursement record if the institution reports an incorrect origination ID. If the annual award amount is miscalculated, RFMS recalculates the amount and reports the recalculated amount as the accepted value in the disbursement acknowledgement record.

Data Request Reject Reasons

RFMS rejects data request records for the following reasons:

Field/Position	Reject Reason
Attending Pell ID: (Field Positions 1-6)	If the attending Pell ID is invalid.
Data Request Type: (Field Position 7-7)	Must be M, S, or Y.
Output Media Type (Field Position 8-8)	If entered must be valid.
Multiple Reporting Request Code 1 (Field Position 35-35)	Must be O or D if the Data Request Type is M.
Multiple Reporting Request Code 2 (Field Position 36-36)	Must be A, S or I if the Data Request Type is M.
MR Student Id (Field Positions 37-47)	Must be valid if the Multiple Reporting Request Code 2 is S. Must have been originated at the requesting institution.
MR Institution Pell ID (Field Positions 48-53)	Must be valid if the Multiple Reporting Request Code 2 is I.

Note: Batch edit and reject codes for the Origination, Disbursement and Data Request Records are located in Appendix D.

Receiving Acknowledgement

What's included:

- Origination Acknowledgement Record Description
- Institution Data Acknowledgement Record Description

Origination Acknowledgement Record

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
1	23	23	A/N	Yes	Origination ID	Unique number used to identify an origination.	Format: 999999999XX20010009 9900 Where: SSN – 001010001 – 999999999 Name Code – XX Year Indicator – 2001 Valid Attending Pell ID Orig Sequence Number – 00.	Identifier
24	32	9	N	Yes	Original SSN	Student's SSN from original FAFSA.	001010001 – 999999999.	Identifier
33	34	2	A	Yes	Original Name Code	Student's name code from original FAFSA.	Uppercase A to Z . period) ' (apostrophe) - (dash) Blank: no last name.	Identifier
35	40	6	N	Yes	Attending Campus Pell ID	Pell ID of campus attended. Change creates new origination record. Institution must change payment amounts for student at original attended campus as necessary.	Valid Pell ID	Identifier
41	45	5	A/N	Yes	ED Use	Reserved for future use	Spaces	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
46	58	13	A	No	Institution cross-reference	This field can contain any cross-reference information useful to the institution to identify student records internally.	Institution defined	
59	59	1	A	No	Action Code	Code to indicate action to be taken.	Valid Codes: A = Accepted – all fields accepted C = Corrected – one or more fields corrected E = Rejected – record was rejected.	
60	60	1	N	No	Accepted No. of Payment Periods in Student's School Year	Number of terms or payment periods in student's school year. For schools required to submit special disbursements, must have a valid value.	1 – 9 or Blank.	For schools required to submit special disbursements, must have a valid value.
61	67	7	N	Yes	Accepted Award Amount for Entire School Year	Amount of award for student's entire school year. Increases are required to be submitted to RFMS.	Dollars and cents. Use leading zeros. Do not include the \$ sign or decimal point. Range: 0000000 – Award Amount Max.	
68	75	8	N	Yes	Accepted Estimated Disbursement Date #1	Date 1 st disbursement to student is estimated to be made.	Format: CCYYMMDD Range: N days prior to Disbursement Start Date (20000701 to Disbursement End Date (20060930).	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
76	83	8	N	No	Accepted Estimated Disbursement Date #2	Date 2 nd disbursement to student is estimated to be made.	CCYYMMDD: Range [see field position 68 in this record] or Blank.	
84	91	8	N	No	Accepted Estimated Disbursement #3	Date 3 rd disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	
92	99	8	N	No	Accepted Estimated Disbursement Date #4	Date 4 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	
100	107	8	N	No	Accepted Estimated Disbursement Date #5	Date 5 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	
108	115	8	N	No	Accepted Estimated Disbursement Date #6	Date 6 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	
116	123	8	N	No	Accepted Estimated Disbursement Date #7	Date 7 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	
124	131	8	N	No	Accepted Estimated Disbursement Date #8	Date 8 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	
132	139	8	N	No	Accepted Estimated Disbursement Date #9	Date 9 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
140	147	8	N	No	Accepted Estimated Disbursement Date #10	Date 10 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	
148	155	8	N	No	Accepted Estimated Disbursement Date #11	Date 11 th disbursement to student is estimated to be made.	CCYYMMDD: Range [see field position 68 in this record] or Blank.	
156	163	8	N	No	Accepted Estimated Disbursement Date #12	Date 12 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	
164	171	8	N	No	Accepted Estimated Disbursement Date #13	Date 13 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	
172	179	8	N	No	Accepted Estimated Disbursement Date #14	Date 14 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	
180	187	8	N	No	Accepted Estimated Disbursement Date #15	Date 15 th disbursement to student is estimated to be made.	CCYYMMDD: Range: [see field position 68 in this record] or Blank.	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
188	195	8	D	Yes	Accepted Enrollment Date	First date that the student was enrolled in an eligible program for the designated school year. If the student enrolled in a crossover payment period before the first day of the Pell award year (July 1), but which will be paid from 2000-2001 funds, report the actual start date of the student's classes for that payment period.	CCYYMMDD: Range: 20000101 to 20010630.	
196	196	1	A	No	Accepted Low Tuition & Fees Flag	Flag to identify tuition ranges when annual tuition is less than or equal to minimum defined by low tuition and fees table.	Value Tuition Range: As per table or Blank: low tuition does not apply.	
197	197	1	A	Yes	Accepted Verification Status Flag	Status of verification of applicant data by the school.	A = Accurate C = Calculated N = Not Selected R = Reprocessed S = Selected, not verified T = Tolerance W = Without Documentation	Only one disbursement for an amount less than or equal to ½ of the Origination Award amount can be accepted while status = W. These disbursements will be reversed in the second August of the Award Cycle if the status remains W. If Blank or invalid, then If selected by CPS, then set approved value to previous value or "W". ELSE set approved value to "N".

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
198	198	1	A	No	Accepted Incarcerated Federal Pell Recipient Code	Code to indicate the student's incarcerated status for students incarcerated in local penal institutions, but are otherwise eligible to receive Federal Pell Grants.	Blank: Not incarcerated. Y = Yes, the student is incarcerated in a local institution, but is otherwise eligible. N = No, if student previously reported as incarcerated, but is not or is no longer incarcerated.	
199	200	2	N	Yes	Accepted Transaction Number	Transaction number from eligible SAR used to calculate award.	Must be numeric: 01 – 99.	
201	205	5	N	Yes	Accepted Expected Family Contribution (EFC)	Must equal the student's Expected Family Contribution from the ISIR or SAR. May be the primary or secondary EFC value.	Range: 00000 – (EFC Maximum).	
206	206	1	A	No	Accepted Secondary Expected Family Contribution	Code indicating which EFC value is used to determine award amount.	O = Federal Pell Grant award previously based on the secondary EFC and reported to the Federal Pell Grant program; student's award now based on the original EFC. S = Federal Pell Grant award based on the secondary EFC, as calculated by the CPS. OR Blank if Secondary EFC not used.	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
207	207	1	N	Yes	Accepted Academic Calendar	Calendar which applies to this student's educational program. Must be valid or system accepted to process record.	1 = Credit Hours – non standard terms 2 = Credit Hours – standard terms of quarters 3 = Credit Hours – standard terms of semesters 4 = Credit Hours – standard terms of trimesters 5 = Clock Hours 6 = Credit Hours without terms	
208	208	1	N	Yes	Accepted Payment Methodology	Formula used to calculate the student's Federal Pell Grant.	1 = Credit hour with standard terms in which Fall through Spring terms equal or exceed 30 weeks, or equal or exceed academic year with waiver (AC: 2, 3, 4). 2 = Credit hour with standard terms in which Fall through Spring terms are less than 30 weeks without waiver (AC: 2, 3, 4). 3 = Credit hour with standard or non-standard terms (AC: 1-4). 4 = Clock hour or Credit hour without terms (AC: 5, 6). 5 = Nonresidential portion of programs offered by correspondence without terms (AC: 1-4, 6).	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
209	215	7	N	Yes	Accepted Cost of Attendance	Must equal COA calculated by the institution following Federal Pell Grant Payment regulations.	Dollars and cents. Use leading zeros. Do not include \$sign or decimal point. Range: 0000000-9999999	
216	216	1	A	PM 1,2,3,5	Accepted Enrollment Status	Code that applies to the student's expected enrollment status for the AWARD YEAR. Changes to this field will be accepted for the entire award year. Must be valid when Payment Methodologies 1, 2, 3, or 5 are used.	Blank or: 1 = Full time 2 = ¾ time 3 = ½ time 4 = Less than ½ time 5= Other	
217	218	2	A	Pay Meth 2, 3, 4, 5	Accepted Weeks of Instructional Time Used to Calculate Payment	Weeks of instructional time in which the student will be enrolled, and paid, as part of the academic year or program as defined for each Payment Methodology: PM 2: Weeks of instructional time in fall through spring terms. PM 3: Weeks of instructional time in all terms expected to complete this school year. PM 4: Weeks of instructional time for a full time student to complete hours in program or hours in the academic year. PM 5A: Same as Payment Meth 4. PM 5B: Same as Payment Meth 3. Must be valid when Payment Methodologies 2, 3, 4 or 5 are used.	Blank or 00-78	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
219	220	2	A	Pay Meth 2, 3, 4, 5	Accepted Weeks of Inst. Time in Program's Definition of Academic Year	Number of weeks of instructional time in the program's academic year. Must be valid when Payment Methodologies 2, 3, 4 or 5 are used.	Blank or 30 – 78.	
221	224	4	A	Pay Meth 4, 5	Accepted Cr/Clock Hrs in All Pay Periods Expected to Comp. This School Year	Number of credit or clock hours you expect the student to complete and to be paid from the 2000-01 award year. Must be valid when Payment Methodologies 4 or 5 are used.	Blank or Ranges 0000-3120 Academic calendar 5 0000-0100 Academic calendar 6	
225	228	4	A	Pay Meth 4, 5	Accepted Cr/Clock Hrs in Program's Definition of Academic Year	Number of credit or clock hours in student's educational program's academic year definition. Must be valid when Payment Methodologies 4 or 5 are used.	Blank or Ranges 0900-3120 Academic calendar 5 0024-0100 Academic calendar 6	
229	250	22	A	Unused	Reserved for expansion	Reserved for expansion.		
251	255	5	N	Output	Scheduled Federal Pell Grant	Scheduled amount for a full time student.	Range: 00000 – Award Amount Maximum	
256	257	2	N	Output	Previously Accepted Transaction Number	Transaction number that was previously accepted and currently stored by RFMS for this student. This field will only be populated for rejected originations.	01-99 or Blank if Origination not rejected.	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
258	262	5	N	Output	Previously Accepted EFC	EFC that was previously accepted and currently stored by RFMS for this student. This field will only be populated for rejected originations.	Range: 00000 EFC Maximum or Blank if Origination not rejected.	
263	263	1	N	Output	Previously Accepted Secondary EFC Code	Secondary EFC Code that was previously accepted and currently stored by RFMS for this student. This field will only be populated for rejected originations.	O = Federal Pell Grant award previously based on the secondary EFC and reported to the Federal Pell Grant Program; student's award now based on the original EFC. S = Federal Pell Grant award based on the secondary EFC, as calculated by the CPS. OR Blank if Secondary EFC not used or if Origination not rejected.	
264	270	7	N	Output	Previously Accepted Cost of Attendance	COA previously accepted and currently stored by RFMS for this student. This field will only be populated for rejected originations.	Dollars and cents. Use leading zeros. Do not include \$ sign or decimal point. Range: 0000000 – 9999999	
271	345	75	N	Output	Origination Edit/Reject Reasons	List of up to twenty-five 3-digit reject/edit codes that occurred during processing of this origination record. Only edit codes hit is display in the field. Otherwise, this space is zero filled.	Twenty-five edit/reject codes of: 000-999 Position: XXX-XXX: 1 st code Position XXX-XXX: 2 nd code Position XXX-XXX: 3 rd code Position YYY-YYY: 25 th code	

Origination Acknowledgement Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
346	355	10	N	Output	ED Use Flags	Flags that are set to inform institutions of modifications that have been made to their database and require immediate action to rectify.	Format: 0000000000 Where: Each digit signifies a different situation: 1 st – Shared SAR ID 2 nd – Verification W Status 3 rd – Concurrent Enrollment 4 th – POP 5 th thru 10 th – Reserved for future use	
		355			Total Record Length			

Institution Data Acknowledgement Record

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
1	6	6	N	Yes	Pell-ID	Pell-ID assigned the Federal Pell Program for the participating campus.	Must be a valid Pell-ID code.	Change applies to all records with the same Pell-ID, unless further identification (DUNS #) is provided to change only a particular institution.
7	7	1	A	No	Action Status	Code to indicate the status of institution data record receipt.	A = Institution Data Record Accepted E = Institution Date Record Rejected	Completed by RFMS as a result of Batch editing.
8	31	24	N	Output	Batch Reject Reasons	List of up to eight 3 digit batch reject reason codes which occurred during initial editing of the batch. Only reject reason codes hit display in this field. Otherwise, this space is zero filled.	Reject Reasons format: 000 – 999 Position X-X: 1 st reject reason code Position X-X: 2 nd reject reason code - to - Position XX-XX: 8 th reject reason code	Completed by RFMS as a result of Batch editing.
32	106	75	A	No	Filler	Unused.	Spaces	
		106			Total Record Length			

Electronic Data Requests

What's included:

- Data Requests: Multiple Reporting, SOA, YTD
- Record Description
- Multiple Reporting Record Description
- Year-to-Date Record (Origination) Description
- Year-to-Date Record (Disbursement) Description
- Year-to-Date Record (Summary) Description
- Institution Data Record Description

Data Requests: Multiple Reporting, Statement of Account, YTD

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
1	6	6	N	Yes	Requesting Attending Campus Pell-ID	Pell-ID for specific campus.	Valid Pell-ID	
7	7	1	A	Yes	Request Type	Code for data request type.	M = Multiple Reporting S = Statement of Account Y = Year-to-Date	
8	8	1	A	No	Requested Output Media Type	Code for type of media to use when sending output data.	E = Send output by electronic file Blank = Send output on media type on which the request was made.	Cannot be Blank for requests from the WEB.
9	34	26	A	Unused	Reserved for future use	--	--	
35	35	1	A	Type M	Multiple Reporting Request Code 1	Indicates the institution is requesting originated institutions or disbursed institutions.	O = Send originated institutions D = Send disbursed institutions.	
36	36	1	A	Type M	Multiple Reporting Request Code 2	Indicates the institution is requesting by selected student, selected institution, or all students.	A = Send list of other institutions for all students. S = Send other institution for students listed in record. I = Send student for listed institutions listed in record.	There may be multiple detail records to accommodate the number of Student Ids or institution numbers listed for the attending campus institution.

Data Requests: Multiple Reporting, Statement of Account, YTD (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
37	47	11	A	Type M	Student ID	Student SSN and Name code for which a Multiple Reporting (MR) record is requested. Only required if MR Code 2 equals S.	Blank or 001010001XX - 999999999XX Where XX is Uppercase A to Z . (period) ' (apostrophe) - (dash) Blank = no last name.	Must be non-Blank, MRR Code 2 equals S.
48	53	6	N	Type M	MR Institution Pell-ID	Institution code for which MR listings are requested. Only required if the MR Code 2 equals 1.	Blank or valid Pell-ID	Must be non-Blank if MRR Code 2 equals I.
54	77	23	A	Type Y	Origination ID	Origination ID for which a Year to Date is requested.	Format: 999999999XX2001 00099900 Where: SSN-001010001 - 999999999 Name Code – XX Year Indicator – 2001 Valid Attending Pell ID Orig Sequence Number - 00	If Request Type is Y and the Origination ID is non-Blank, the YTD will be generated for that Origination ID. If the Origination ID is not found or invalid, the request will be rejected.
78	100	22	A	Unused	Reserved for future use	Reserved for future use		
		100			Total Record Length			

Data Request Acknowledgements: Multiple Reporting, Statement of Account, YTD

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
1	6	6	N	Yes	Requesting Attending Campus Pell-ID	Pell-ID for specific campus.	Valid Pell ID	
7	7	1	A	Yes	Request Type	Code for data request type.	M = Multiple Reporting S= Statement of Account Y= Year-to-Date.	
8	8	1	A	No	Requested Output Media Type	Code for type of media to use when sending output data.	E = Send output by electronic file Blank = Send output on media type on which the request was made.	
9	34	26	A	Unused	Reserved for future use	--	--	
35	35	1	A	Output	Multiple Reporting Request Code 1	Indicates the institution is requesting originated institutions or disbursed institutions.	O = Send originated institutions D = Send disbursed institutions.	

Data Request Acknowledgements: Multiple Reporting, Statement of Account, YTD (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
36	36	1	A	Output	Multiple Reporting Request Code 2	Indicates the institution is requesting by selected student, selected institution, or all students.	A = Send list of other institutions for all students S = Send list of other institutions for students listed in record. I = Send list of students for listed institutions listed in record.	
37	47	11	A	Output	MR Student ID	The Student SSN and Name code for which a Multiple Reporting record is requested. Only required if MR Code 2 equals S.	Blank or 001010001XX 999999999XX Where XX is: Uppercase A to Z . (period) ' (apostrophe) - (dash) Blank = no last name.	
48	53	6	N	Output	MR Institution Pell ID	Institution code for which MR listings are requested. Only required if the MR Code 2 equals 1.	Blank or valid Pell-ID	

Data Request Acknowledgements: Multiple Reporting, Statement of Account, YTD (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
54	76	23	A	Output	Origination ID	Origination ID for which a Year-to-Date is requested.	Format: 999999999XX200 100099900 Where: SSN = 001010001 – 999999999 Name Code = XX Year Indicator = 2001 Valid Attending Pell ID Orig Sequence Number = 00	If Request Type is Y and the Origination ID is not Blank and the User requested this field on their request. If the Origination ID is not found or invalid, the request will be rejected.
77	77	1	A	Outputs	Action Code	Code to indicate action to be taken.	Valid Codes: A = Accepted – all fields accepted C = Corrected – one or more fields corrected E = Rejected – record was rejected.	For FMS Use Only.
78	98	21	N	Output	Edit/Comment Codes	List of up to seven three-digit comment codes that occurred during processing of the data request.	Comment format: 000-199 Position XX-XX: 1 st comment code Position XX-XX: 2 nd comment code. Position XX-XXX: 7 th comment code	
99	100	2	A	Output	Reserved for future use			
		100			Total Record Length			

Multiple Reporting Record

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
1	2	2	A	Output	Record Type	Code that indicates the reason the institution is receiving the record.	RO = Originated Institution RD = Disbursed Institution RN = None found CE = Concurrent Enrollment Institution PB = Blocked Institution PR = Blocker Institution PU = Unblocked Institution BC = Blocked and Concurrent Enrollment RC = Blocker and Concurrent Enrollment VW = Verification W SI = Shared SAR ID	(Shared SAR ID cannot be checked by RFMS.)
3	8	6	N	Request Output	Requesting Institution Pell-ID	Pell-ID of the requesting attending campus of the student. Will be Blank for concurrent enrollment and potential overaward records.	Must be a valid Pell-ID assigned by ED. May be Blank.	

Multiple Reporting Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
9	9	1	A	Request Output	Multiple Reporting Request Code 1	Indicates the institution is requesting originated institutions or disbursed institutions. Will be Blank for concurrent enrollment and potential overaward records.	O = Send originated institutions D = Send disbursed institutions May be Blank.	
10	10	1	A	Request Output	Multiple Reporting Request Code 2	Indicates the institution is requesting by selected student, selected institution, or all students. Will be Blank for concurrent enrollment and potential overaward records.	A = Send list of other institutions for all students. S = Send list of other institutions for students listed in record. I = Send list of students for listed institutions listed in record. May be Blank.	
11	21	11	A	Request Output	MR Student ID	The Student SSN and Name code for which a Multiple Reporting record is requested. Will be Blank for concurrent enrollment and potential over award records.	Blank or 001010001XX - 999999999XX Where XX is: Uppercase A to Z . (period) ' (apostrophe) - (dash) Blank = no last name.	
22	27	6	N	Request output	MR Institution Pell-ID	Institution code for which Multiple Reporting records are requested. Will be Blank for concurrent enrollment and potential overaward records.	Valid Pell-ID May be Blank.	

Multiple Reporting Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
28	36	9	N	Output	Student Original SSN	Student's Original SSN from the origination record.	001010001 – 999999999	
37	38	2	A	Output	Original Name Code	Student's name code from the origination record.	Uppercase A to Z . (period) ' (apostrophe) - (dash) Blank = no last name.	
39	44	6	N	Output	Institution Pell ID	Pell-ID of the attending campus of the student. Use record type to interpret the relationship this institution has to the institution receiving this record.	Must be a valid Pell-ID assigned by the Department of Education.	
45	114	70	A/N	Output	Institution Name	Name of the institution.		
210	211	2	A	Output	Institution State	Two-character code assigned by the US Postal Service to the state or other entity in which the institution is located.		
212	220	9	A/N	Output	Zip Code	Zip code of the institution.		
221	250	30	A/N	Output	Financial Aid Administrator (FAA) Name	Full name of the institutional administrator officially responsible for the accuracy and completeness of the data, starting with the first name, e.g., JOHN E DOE.	May include Blanks and special characters.	

Multiple Reporting Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
251	260	10	N	Output	FAA Telephone Number	Working phone number for the person indicated as FAA.	Includes area code, but not parentheses or dashes.	
261	270	10	A/N	Output	FAA Fax Number (Optional)	Working fax number used by the person indicated as FAA.	May be Blank. Otherwise, include area code, but not parentheses or dashes.	
271	320	50	A/N	Output	Internet Address	Internet address of an authorized official.	May be Blank.	
321	327	7	N	Output	Scheduled Federal Pell Grant	Scheduled Federal Pell Grant for a student with this EFC and COA attending full-time for a full academic year.	Range: 0000000 – Award Amount Max	
328	334	7	N	Output	Origination Award Amount	Annual award amount supplied on the origination record.	Range: 0000000 Award Amount Max.	
335	336	2	N	Output	Transaction Number	Transaction number from the eligible SAR used to calculate the award.	Range: 01 – 99.	
337	341	5	N	Output	Expected Family Contribution (EFC)	Amount of the student's Expected Family Contribution from the SAR used to calculate the award.	Range: 00000 EFC Maximum.	
342	349	8	D	Output	Enrollment Date	First date the student was enrolled in an eligible program for the award year.	CCYYMMDD Range: 20000101 – 20010630	
350	357	8	D	Output	Origination Create Date	Date the origination was created in RFMS.	CCYYMMDD Range: 20000401 – 20060930.	

Multiple Reporting Record (Continued)

Field Positions		Length (# of Bytes)	Type	Required	Field Name	Description	Valid Values	Processing Notes/Edits
First	Last							
358	364	7	N	Output	Total of Disbursements Accepted	Total amount of all disbursements accepted by the Federal Pell Grant Program for the POP Student.	Range: 0000000 Award Amount Max	
365	372	8	D	Output	Last Activity Date	Date the last payment was received from this institution.	Format: CCYYMMDD	
373	380	8	D	Output	Next Estimated Disbursement Date	Date of next estimated disbursement date.	Blank or CCYYMMDD Range: 20000101 – 20060930	
381	385	5	N	Output	Eligibility Used	Percentage of the student's eligibility used by this institution.	Format: 000.00%. The last two digits represent less than 1 percent. Field does not include decimal point or %.	
386	395	10	N	Output	ED Use Flags	Flags that are set to inform institutions of modifications that have been made to their database and require immediate action to rectify.	Format: 0000000000 Where: Each digit signifies a different situation. 1 st – Shared SAR ID 2 nd – Verification W Status 3 rd – Concurrent Enrollment 4 th – POP 5 th thru 10 th – Reserved for future use	(1 st digit, shared SAR ID cannot be checked by RFMS.)
396	400	5	A	Output	Reserved for future use	Reserved for future use		
		400			Total Record Length			